



OFFICE OF THE COMPTROLLER
CITY OF ST. LOUIS



FILE COPY

DARLENE GREEN
Comptroller

Internal Audit Section

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October 13, 2009

Sylvia Jackson, Executive Director
Women's Safe House
P.O. Box 63010
St. Louis, MO 63163

RE: Federal Emergency Shelter Grant (FESG) and Missouri Emergency Shelter Grant
(MESG) (Project #2009-HOM25)

Dear Ms. Jackson:

Enclosed is a report of the fiscal monitoring review of the Women's Safe House, a not-for-profit organization, FESG and MESG programs, for the period January 1, 2008 through March 31, 2009. The scope of a fiscal monitoring review is less than an audit, and as such, we do not express an opinion on the financial operations of Women's Safe House. Fieldwork was completed on June 19, 2009.

This review was made under authorization contained in Section 2, Article XV of the Charter, City of St. Louis, as revised and has been conducted in accordance with the *International Standards for the Professional Practice of Internal Auditing* and through an agreement with the City of St. Louis, Department of Human Services (DHS) to provide fiscal monitoring to all federal grant sub-recipients.

If you have any questions, please contact the Internal Audit Section at (314) 622-4723.

Sincerely,

Dr. Kenneth M. Stone, CPA
Internal Audit Executive

Enclosure

cc: Patrick Brennan, Fiscal Manager, DHS
Antoinette Triplet, Program Manager II – Homeless Services, DHS



CITY OF ST. LOUIS

**DEPARTMENT OF HUMAN SERVICES (DHS)
FEDERAL EMERGENCY SHELTER GRANT (FESG)
MISSOURI EMERGENCY SHELTER GRANT (MESG)**

**WOMEN'S SAFE HOUSE
CONTRACTS #55739 AND #58216
CFDA #14.231**

**FISCAL MONITORING REVIEW
JANUARY 1, 2008 THROUGH MARCH 31, 2009**

PROJECT #2009-HOM25

DATE ISSUED: OCTOBER 13, 2009

**Prepared by:
The Internal Audit Section**



OFFICE OF THE COMPTROLLER

HONORABLE DARLENE GREEN, COMPTROLLER

**CITY OF ST. LOUIS
DEPARTMENT OF HUMAN SERVICES (DHS)
FEDERAL EMERGENCY SHELTER GRANT (FESG)
MISSOURI EMERGENCY SHELTER GRANT (MESG)
WOMEN'S SAFE HOUSE
FISCAL MONITORING REVIEW
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INTRODUCTION

Background

Contract Name: Women's Safe House

Contract Numbers: 55739 and 58216

CFDA Number: 14.231

Contract Periods: January 1, 2008 through December 31, 2008
April 1, 2008 through March 31, 2009

Contract Amounts: \$16,038 (#55739)
\$13,200 (#58216)

These contracts provided Department of Human Services (DHS) funds to Women's Safe House (Agency) for assistance in emergency shelter for St. Louis women and children who are homeless as a result of domestic violence.

Purpose

The purpose the review was to determine Agency's compliance with federal, state and local DHS requirements for the period January 1, 2008, through March 31, 2009, and make recommendations for improvements as considered necessary.

Scope and Methodology

Inquiries were made regarding the Agency's internal controls relating to the grants administered by Department of Human Services (DHS). Evidence was tested supporting the reports the Agency submitted to DHS and other procedures were performed as considered necessary. Fieldwork was completed on June 19, 2009.

Exit Conference

An exit conference was not considered necessary because there were no current observations.

SUMMARY OF OBSERVATIONS

Conclusion

No evidence was found to suggest that the Agency did not fully comply with federal, state and local DHS requirements.

Status of Prior Observations

The Agency's previous fiscal monitoring report, Project #2008-HOM28, issued July 16, 2008, contained no observations.

A-133 Status

According to a letter received from the Agency, it did not expend \$500,000 or more in federal funds in its fiscal year ended December 31, 2008, and was not required to have an A-133 audit.

Summary of Current Observations

There were no current observations.